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Examination for promotion to posts  
of Superintendents in Secretariat  
Departments - Rules for --  
Revision of the -

GOVERNMENT OF MAHARASHTRA,  
General Administration Department,  
Resolution No. EXM-1261-80969-0&M,  
Sachivalaya, Bombay, 28th December 1961,  
Pausa, 7, 1883.

- Read:- (i) Government Resolution, Political and  
Services Department No.4124/34, dated 22nd  
August 1951,  
(ii) Government Resolution, Political and  
Services Department No.EXM-1255-P, dated  
2nd May 1955.

RESOLUTION:- The question of revising the existing rules for  
examination for promotion to the posts of Superintendents in  
Secretariat Departments was under the consideration of Govern-  
ment for some time past. It has now been decided that these  
rules should be superseded and replaced by the new rules given  
in the attached Appendix 'A'.

2. These new rules shall come into force with effect from  
the 1st January 1962, and shall apply to all persons recruited  
to the Upper Division of the Subordinate Secretariat service on  
or after that date.

3. The new rules shall also apply to those who have been  
in service in the Upper Division from the dates prior to  
1st January 1962, unless they have already passed the examina-  
tion prescribed under the old rules or were exempted from the  
requirement of passing the examination according to the provi-  
sions of those rules. Those who were governed by the old rules  
and had either exhausted all their chances or become ineligible  
for appearing for the examination because of the expiry of the  
time-limit or the operation of the age-bar will also be eligible  
for appearing for the examination under the new rules. Also,  
such of them as would be eligible to take the normal number  
of chances admissible under new rules (because they have not  
completed 9 years' service) will be eligible to take such  
chances till they complete 9 years' service, irrespective of  
the number of chances already taken by them under the old  
rules or the fact that they became ineligible for taking  
any chances because of the expiry of the time limit or the  
operation of the age bar.

4. No examinations will be conducted under the old rules  
hereafter. Those who had secured exemption in specified papers  
in the examinations held under the old rules and would have been  
eligible to claim the exemption in respect of subsequent examina-  
tions if held under the old rules, will not be eligible to claim  
the exemption in respect of the examinations held under the new  
rules.

By order and in the name of the  
Governor of Maharashtra,

  
(N.S. PARDASANI.)

Deputy Secretary to the Government of Maharashtra,  
General Administration Department

## APPENDIX 'A'

### Revised Rules for the departmental Examination for promotion to posts of Superintendents in the Sub-ordinate Secretariat Service.

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Every member of the Upper Division of the Sub-ordinate Secretariat Service. will be required to pass within nine years from the date of his entry in the Upper Division, a Departmental Examination for promotion to the posts of Superintendents according to the prescribed syllabus. For being eligible to appear for the examination a candidate must have passed the Post-Recruitment Training Examination for Junior Assistants and must have also completed not less than 5 years' continuous service in the Upper Division.

2. Subject to Rule 1, a candidate will be allowed to appear for the Examination in three chances which must be availed of within a period of four years. This period of 4 years will not be extended for any reasons irrespective of the fact whether a candidate has availed himself of 3 chances or not during the period. Similarly no candidate will be allowed to take during this period more than 3 chances. A candidate who does not pass the examination at the end of 9 years service in the Upper Division, will lose his seniority to all those candidates who pass the Examination before he passes it.

3. No person shall be appointed to the post of Superintendent unless he has passed the Superintendents' Examination. Provided that this rule shall not apply to short term vacancies not exceeding two months.

4. Subject to the condition of loss of seniority laid down in Rule 2, a candidate will be allowed to take the Examination in any number of chances after the completion of 9 years' service.

5. The Examination will be held once a year.

6. The syllabus for the Examination will be divided into two groups namely, (i) Subjects which are common to all Departments and (ii) Subjects which are peculiar to each of the Departments of the Secretariat.

(i) The subjects common to all Departments have been divided into 4 papers as follows:-

#### First Paper:

- (a) Constitution of India.
- (b) Legislature Manual and Rules.
- (c) M.P.S.C. Rules and Regulations.

#### Second Paper:

- (a) Conduct, Discipline and Appeal Rules  
read with the Manual of Departmental Enquiries.
- (b) Recruitment Rules.
- (c) Noting and Drafting.

#### Third Paper:

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